

TECHNICAL SERVICES LAW LIBRARIAN

Vol. 10, no. 3 February 1985

Newsletter of the Technical Services Special Interest Section and the On-line Bibliographic Services Special Interest Section of the American Association of Law Libraries

RECEIVED
LAW LIBRARY

FEB 23 1985

1985/1986 SIS Slates

BRIGHAM YOUNG UNIVERSITY
J. Reuben Clark Law School

TECHNICAL SERVICES SPECIAL INTEREST SECTION

ON-LINE BIBLIOGRAPHIC SERVICES SPECIAL INTEREST SECTION

Vice-Chair/Chair Elect:

Curt Conklin
Brigham Young University

Merle Slyhoff
University of Pennsylvania

Vice-Chair/Chair-Elect:

Patricia Callahan
University of Pennsylvania

Kaye V. Stoppel
Drake University

Member-at-Large (Choose 2):

Carmen Brigandi
Supreme Court Library at Syracuse

Andrew Brann
Columbus Law Library Association

Kathy Faust
Lewis and Clark Law School

Michele Finerty
University of Missouri-Kansas City

Secretary/Treasurer:

Christine Corcos
Western Reserve University

Katherine J. Tooley
Tulsa College of Law

Advisory Committee (Choose 2):

Richard Amelung
St. Louis University

Alice M. McKenzie
Brobeck, Phleger & Harrison

Francis B. Woods
Yale University

TSLL STAFF

EDITOR: Michele M. Finerty, University of Missouri-Kansas City,
Law Library, 5100 Rockhill Road, Kansas City, MO 64110

Contributing Editors

ACQUISITIONS: Margaret Maes Axtmann, Cornell University Law Library,
Myron Taylor Hall, Ithaca, N.Y. 14853

CLASSIFICATION: Cecilia Kwan, University of California, Davis, Law Library
Davis, CA 95616

DASHED ON: Pat Callahan, Univerisity of Pennsylvania, Biddle Law Library,
3400 Chestnut Street, Pennsylvania, PA 19174

DESCRIPTION: Melody Lembke, Los Angeles County Law Library, 301 W. First
Street, Los Angeles, CA 90012

Rhonda Lawrence Mittan, Los Angeles County Law Library, 301
W. First Street, Los Angeles, CA 90012

PRESERVATION: Patricia K. Denham, University of Cincinnati, Robert S. Marx
Law Library, Cincinnati, OH 45221

SERIALS: Donna Hirst, University of Iowa Law Library, Iowa City, IA
52242

SUBJECTS: Peter Enyingi, Los Angeles County Law Library, 301 W. First
Street, Los Angeles, CA 90012

EDITORIAL POLICY

The TECHNICAL SERVICES LAW LIBRARIAN will carry reports or summaries of the convention meetings and programs of the TS-SIS and OBS-SIS, act as the vehicle of communication for SIS Committee activities, and carry current awareness and short implementation reports. TSLI usually will not publish substantive articles.

EDITORIAL DEADLINES

<u>Issue date</u>	<u>Deadline</u>
November	October 7
February	January 15
May (Pre-convention)	April 7
August (Post-convention)	July 15

Subscriptions to TSLI are available from the editor for \$4.00, prepaid; checks should be made payable to: American Association of Law Libraries.

Technical Services SIS
News from the Chair

Jacqueline Paul
Delaware Law School

The 1985 annual meeting will be one of the busiest for librarians working in technical services. At least one program of interest to members of the SIS will be presented in every time slot. Some of the programs are sponsored by the 1985 Annual Meeting Program Committee, some by OBS-SIS, and others by TS-SIS.

Among the programs sponsored by TS-SIS are (some of this information is compiled from brief notes as opposed to official reports):

-The Standing Committee on Preservation will sponsor a program on the "Physical Properties of Books." Will Meredith (Harvard) will chair the program. It is scheduled for Monday, July 8, 1985, 3:00-5:00 P.M.

-"Living with AACR2," a discussion group with Rhonda Lawrence Mittan as moderator, will take place Monday evening, July 8, 1985, 3:00-5:00 P.M.

-"Continuing Education for Catalogers," a discussion group moderated by Diane Hillmann (Cornell) will take place Tuesday, July 9, 1985, 1:30-3:00 P.M.

-A program on serials conversion sponsored by the Standing Committee on Serials, chaired by Betsy Ginket (University of Maine), will be presented Tuesday, July 9, 1985, 3:00-5:00 P.M.

-"Long-distance Relationships: Acquiring and Maintaining Foreign Materials," sponsored by TS-SIS and the Committee on Relations with Publishers and Dealers, will be chaired by Sue Welch (William and Mary) and Margaret Maes Axtmann (Cornell), Tuesday, July 9, 1985, 3:00-5:00 P.M.

-"Technical Services Workflow: Planning for Efficiency," a discussion group moderated by Merle J. Slyhoff (University of Pennsylvania), will be presented Wednesday, July 10, 1985, 10:30-Noon.

-"Electronic Transmission of Orders," sponsored jointly by the Standing Committee on Acquisitions of TS-SIS and the Committee on Relations with Publishers and Dealers, and chaired by Sue Welch and Margaret Maes Axtmann, Wednesday, July 10, 1985, 2:30-4:00 P.M.

-Jim Hoover (Columbia) is organizing a program on retrospective conversion for the Annual Meeting Program. It will take place Tuesday, July 9, 1985, 11:00-12:30 P.M. This program will discuss the administrative considerations in planning retrospective conversion projects.

The Annual TS-SIS survey was distributed in early Fall, 1984. Many section members didn't receive their questionnaire because their names were not included on the current list of section members. Though forms from these members weren't included in the information used to compile the 1984/85 Directory, the names were included whenever membership was in doubt. Names are collected by the AALL Headquarters in Chicago after dues were paid. Some institutions and members were slow in getting their dues to Headquarters. Therefore, these names weren't included on the mailing labels used to distribute the questionnaire.

The questionnaire is extremely valuable to the section. Through it the officers receive names of volunteers for programs and projects as well as suggestions for the valuable and worthwhile activities undertaken by the section. If you didn't receive a copy of the questionnaire, contact me at Delaware Law School Library, Box 7475 Concord Pike, Wilmington, DE 19803, (302) 478-3000 x354.

Looking Toward Washington, D.C. in 1986
Marilyn Nicely
University of Oklahoma, Norman

The lead time to put on a program at an AALL annual meeting is substantial. This coming July much of the preliminary planning for the Washington, D.C. annual conference will take place. Therefore, it is not too soon to be thinking about possible programs. The program content for this year's Institute on Cataloging and Management of Legal Information and the program content for the New York City AALL Annual Conference can serve as one starting point in the program development process. What topics were omitted or given short coverage in 1985? What topics deserve to be repeated or followed up in 1986? These questions regrettably need to be asked now prior to the 1985 meeting so that effective program development for 1986 can occur.

Experience has taught members that those programs which have the greatest likelihood of achieving a place on the annual meeting program are those that are presented in writing with many specifics already considered and solved.

The quality of programs can be enhanced by considering the needs and interests of TS-SIS members. Please begin thinking about programs for 1986. Feel free to contact Marilyn Nicely, TS-SIS Chair-Elect, with questions regarding protocol for proposing annual meeting programs or to offer suggestions about what programs are of interest to the TS-SIS membership.

TS-SIS Cataloging and Classification Standing Committee
Diane Hillmann
Cornell

The Library of Congress has agreed that it is time to consider a rule interpretation for qualifying the uniform titles "Laws, etc." They would like the committee to work on a preliminary document from which they could prepare the rule interpretation for publication in the Cataloging Service Bulletin. I would appreciate hearing from people who have had some experience applying qualifiers for "Laws, etc.," who would be interested in being part of a small working group to consider the question. Any assistance in defining problem areas, or compiling examples of problem titles using "Laws, etc." would be appreciated.

I am interested in hearing ideas for a program in Washington, D. C., particularly one similar to the well-attended session held in San Diego on serials and series. A topic might be a specific one treated in depth, or a larger one treated more generally. Forward your ideas to me at: Cornell Law Library, Myron Taylor Hall, Ithaca, N.Y. 14853, (607) 256-7236.

On-line Bibliographic Services SIS
News from the Chair

Evelyn Smith
University of Michigan

The Publicity Committee, Ermina Hahn and Jack Bissett, put a lot of good ideas and hard work into producing a packet containing a colorful covering letter, some descriptive information about the section, a copy of the bylaws, and a list of members and institutions which they are affiliated. The packet was mailed to all members of the section in late November. If you have not received yours, contact: Jack Bissett, Washington & Lee University Law Library, Lexington, VA 24450. The Publicity Committee will now give its attention to other ways of improving communication within and about the section.

What programs can OBS suggest to Alan Holoch, Program Chair of the 1986 convention in Washington? SIS's will be involved in program planning for that convention as they have been for the last several conventions. The sooner I have your ideas, the better prepared the section can be in presenting ideas to the program chair, and the more likely it is that they will be accepted. If you have questions or suggestions, please contact: Evelyn Smith, University of Michigan Law Library, Ann Arbor, MI 48104-1210, (313) 764-4200, RLIN mail: bm.mll.

OBS-SIS OCLC Committee
Richard Amelung
St. Louis University

At ALA Midwinter, OCLC unveiled a new stand-alone serials control system, the SC350. The system's hardware configuration includes the OCLC M300 terminal and a Tallgrass disk drive available in one of three sizes, 20, 35 or 70 megabytes. The system will also support a printer which must be purchased separately.

The SC350 features the standard components of check-in and claiming as well as binding, routing, and generation of reports. There is also a separate public access display and a serial acquisition and subscription control function.

Another aspect of the system which may make it attractive to current OCLC users is its capability of down-loading serials bibliographic and name/address directory records. Since a bib record must be on the local system before a check-in record can be created, OCLC is willing to supply purchasers who are currently Serials Control Subsystem users with bib records already on the disk when the system is delivered. Users will also be able to up-load union list records.

Pricing will depend on hardware configuration. Interested parties should contact participating networks for further details. Financing may be available through OCLC. Institutions presently using OCLC's serials check-in should note that OCLC plans to phase out this component of the Serials Control Subsystem on the mainframe in Dublin over the next two years. The Union List component will, however, be retained and supported.

On Classification

Cecilia Kwan

University of California, Davis

Mary Pietris, Chief of the Subject Cataloging Division at the Library of Congress, responded to the following classification questions submitted to her:

Question 1: Why does LC use KF871-890 for commercial and business law materials, regardless of whether they deal with contracts or business law broadly? Our library shelves have business and/or commercial law materials tucked in with all the contracts materials. Would a new section of numbers to cover the non-contract business law materials be more useful under numbers near LC Classification KF1355; or perhaps a new number near HF5300+ for materials not officially, "legal," but dealing with the legal aspects of business?

Answer: KF871-890 should be only for commercial law; KF801 is for general contracts. Business law books should be examined carefully to determine if they deal with commercial law or contracts or if they are broader than either of those subjects. Lately many books with the title "business law" have dealt with everything involved in running a business enterprise and LC classed these in KF1355. It might be that LC needs to set up a number under KF390 to cover law for the businessperson. That number could be used for works too broad to class in any of the more specific numbers. In order to establish a number, LC would need to see some of the specific titles that are causing problems.

Question 2: When is LC going to reclass its retrospective German Collection into KKC?

Answer: We have no plans at all to reclass the retrospective German law collection into KKC. We could not do this unless special staff--for which we do not have funds--were hired. If we had the staff, though, we understand that the Law Library's first priority would be to reclass American Law, not German.

(Editor's note: Donna Hirst from the University of Iowa, wrote to tell us that her library has hired a librarian to work solely on their German collection, including retrospective classification and conversion [to RLIN] of all treatises, codes and reporters for Germany, West Germany, and East Germany [c. 1600 titles]).

On Description and Entry

Melody Lembke and Rhonda Lawrence Mittan

Los Angeles County

Perhaps the most difficult determinations to make in descriptive cataloging for legal materials is whether a collection of laws should be treated as a subject collection of laws (more than two laws) or as an edition of an act and its related acts. The cataloger's decision about the type of material he/she has in hand may determine whether a uniform title will be applied.

For example, Diane Hillmann of the Cornell Law Library had sent us a question regarding the application of uniform titles and the U.S. Senate Committee on Finance's compilations of the Social Security Act and related laws. As she note, the Library of Congress had entered the 1980 and 1982 editions differently. The 1980 edition, LCCN 81601049, has a uniform title for the Social Security Act and its related laws. The catalog record for the 1982 edition, LCCN 82603043, does not include a uniform title.

PROD Books LON DCLC81601049-B Search CLCL-LCL
Cluster 1 of 2
Note that LC considers this compilation an edition, not a subject collection.
United States.

[Social Security Act]
The Social Security Act and related laws / Committee on Finance, United States Senate, Russell B. Long, chairman. -- Nov. 1980 ed. -- Washington : U.S. G.P.O. : For sale by the Supt. of Docs., U.S. G.P.O., 1980.
viii, 856, xxx p. : 24 cm.

At head of title: 96th Congress, 2d session. Committee print. CP 96-39.
"Intended to supplement and not to replace the Compilation of the social security laws which is prepared by the Social Security Administration."
"November 1980."
S/N 052-070-05457-3
Item 1038
Supt. of Docs. no.: Y 4.F49:So1/39/980

1. Social security--Law and legislation--United States. I. Long, Russell B.
II. United States. Congress. Senate. Committee on Finance. III. Title.

LCCN: 81601049
L.C. CALL NO: KF3644. 1980
ID: DCLC81601049-B CC: 9110 DCF: a

PROD Books LON DCLC82603043-B Search CLCL-LCL
Cluster 1 of 1 - Error record

United States.

The Social Security Act and related laws / Committee on Finance, United States Senate. -- Apr. 1982 ed. -- Washington : U.S. G.P.O. : For sale by the Supt. of Docs., U.S. G.P.O., 1982.
1 v. (various pagings) : 24 cm.

At head of title: 97th Congress, 2d session. Committee print. CP 97-14.
"April 1982."
Includes bibliographical references.
S/N 052-070-05754-8
Item 1038-A, 1038-B (microfiche)
Supt. of Docs. no.: Y 4.F 49:So 1/39/982

1. Social security--Law and legislation--United States. I. United States.
Congress. Senate. Committee on Finance. II. Title.

LCCN: 82603043
L.C. CALL NO: KF3644. 1982
ID: DCLC82603043-B CC: 9110 DCF: a

The editors of this column had already submitted a question on this conflict to Ben Tucker, Office of Descriptive Policy at the Library of Congress, when we received Ms. Hillmann's question. According to Mr. Tucker, the wording on the chief source is crucial to making that determination: subject collection vs. edition of an act and its related legislation. Works that have titles such as "Name of an act with related acts," or Law A supplemented by Law B and Law C," should be treated as editions of an act, and therefore need uniform titles per AACR2 25.15A2, one of the special uniform title rules for legal materials. The RLIN record LCCN81601049 illustrates that analysis.

If a compilation of laws is a subject collection, however, a uniform title could be needed. If the subject collection has a citation title, a uniform title would be assigned per AACR2 25.15A1. If a subject collection lacks a citation title, the general uniform title rule, 25.3, would apply. For instance, if a statement of responsibility precedes the title proper, with the author's name in the possessive case, a uniform title would be assigned. The uniform title "laws, etc.," would never be applied.

In the example shown here, the California civil procedure code has a citation title, "Code of Civil Procedure," and therefore a uniform title is made. The catalog record LCCN 83151233 includes that uniform title.

PROD Books LON DCLC83151233-B Search CLCL-LCL
Cluster 5 of 54
This subject compilation has a citation title; therefore apply a uniform title.
California.
[Code of civil procedure]
Civil procedure : includes laws through the 1982 portion of the 1981-1982
regular session : official classification. -- Compact ed., 1983. -- St. Paul,
Minn. : West Pub. Co., 1983.
xxi, 1207 p. : forms : 25 cm.

At head of title: West's California codes.
"Supersedes 1982 compact edition"--Cover.
Includes index.

1. Civil procedure--California. I. West Publishing Company. II. Title. III.
Title: West's California codes.

LCCN: 83151233
L.C. CALL NO: KFC30.5.W3.C5 1983
ID: DCLC83151233-B CC: 9110 DCF: a

Another problem plaguing law catalogers has been the choice of entry for various legal institute materials. Restatements of the law published by American Law Institute have presented problems in choice of entry. The restatements, which attempt to state concisely the common law as developed in the United States courts, undergo several revisions and drafts before they are accepted by the American Law Institute. Early in the application of AACR2, the Library of Congress continued to enter the restatements under corporate body, as they had previously done when applying earlier cataloging codes. The RLIN record LCCN 832563 illustrates that approach.

BKS/PROD Books LON DCLC832563-B Cat Maintenance CLCL-JF
Cluster 3 of 3

American Law Institute.
[Restatement of the Law of Property]
Restatement of the Law, second, property : 2d, donative transfers / by the
American Law Institute ; A. James Casner reporter. -- Philadelphia, Pa. :
American Law Institute, 1983-
P. cm.

Includes index.
ISBN 0314736344 (v. 1). -- ISBN 0314736352 (Pbk. : v. 1).

1. Perpetuities--United States. 2. Gifts--United States. 3. Property--United
States. I. Casner, A. James (Andrew James), 1907-

LCCN: 832563
050: KF613 .A42 1983
ID: DCLC832563-B CC: 9660 DCF: a

According to AACR2 21.1B2, however, the restatements do not qualify for entry under corporate body. LCCN 832563 has now been revised, and the entry changed to title main entry.

PROD Books LON DCLC832563-B Search CLCL-LCL
Cluster 23 of 515
+B
Restatement of the law, second : property, 2d : donative transfers / as adopted
and promulgated by the American Law Institute at Philadelphia, Pennsylvania,
May 19, 1981. -- [Rev. and enlarged]. -- St. Paul, Minn. : American Law
Institute Publishers, 1983-
v. <1 > : 26 cm.

A. James Casner, reporter.
Contents: v. 1. 1.1-10.2, tables and index.
Includes index.
ISBN 0314736344 (v. 1). -- ISBN 0314736352 (pbk. : v. 1).

1. Perpetuities--United States. 2. Gifts--United States. 3. Property--United
States. I. Casner, A. James (Andrew James), 1907- II. American Law Institute.

LCCN: 832563
L.C. CALL NO: KF613.R47 1983
ID: DCLC832563-B CC: 9110 DCF: a

(At this point we should make an aside regarding the uniform title "Restatements
of the Law of Property," which appeared on the original unrevised LCCN 832563 record.
That uniform title was not applied under any of the AACR2 rules for uniform titles,
but was instead a filing title used by LC.)

RLIN records LCCN 82245125 and 82214145 are other examples of American Law Insti-
tute restatements entered under title, per 21.1B2.

PROD Books LON DCLC82245125-B Search CLCL-LCL
Cluster 24 of 515
+B
Restatement of the law, foreign relations law of the United States (revised) :
tentative draft no. 3 / the American Law Institute ; submitted by the Council
to the members of the American Law Institute for discussion at the fifty-ninth
annual meetings on May 18, 19, 20, and 21, 1982. -- Philadelphia, Pa. (4025
Chestnut St., Philadelphia 19104) : Executive Office, American Institute,
c1982.
xxiv, 257 p. : 22 cm.

1. United States--Foreign relations--Law and legislation. I. American Law
Institute.

LCCN: 82245125//r83
L.C. CALL NO: KF4651.A748 1982
ID: DCLC82245125-B CC: 9110 DCF: a

PROD Books LON DCLC82214145-B Search CLCL-LCL
Cluster 45 of 515
+B
Principles of corporate governance and structure : restatement and
recommendations / submitted by the Council to the members of the American Law
Institute for discussion at the Fifty-ninth Annual Meeting on May 18-21,
1982 : tentative draft no. 1. -- Philadelphia, Pa. (4025 Chestnut St.,
Philadelphia 19104) : The Executive Office, The American Law Institute, c1982.
xxx, 426 p. : 22 cm.

1. Corporation law--United States. I. American Law Institute.

LCCN: 82214145//r84
L.C. CALL NO: KF1414.A73 1982
ID: DCLC82214145-B CC: 9110 DCF: a

Please send any questions about descriptive cataloging to the editors of this
column.

TS-SIS Acquisitions Committee

Margaret Axtmann

Cornell

The Acquisitions Committee is planning to co-sponsor two programs with AALL's Committee on Relations with Publishers and Dealers at the 1985 convention in New York. Following up on a discussion held in San Diego, a panel presentation will address the issue of electronic transmission of orders. Speakers will cover an overview of electronic transmission, the utility experience, and the vendor viewpoint. A second panel presentation will cover the topic of acquiring and maintaining foreign material, with emphasis on the practical aspects of acquisitions and the problems that arise in maintaining foreign legal continuations. The program will be of chief interest to the medium-sized law library that is just starting to develop a collection of foreign material, but it also will offer important information for the private law library and the large academic law library. Suggestions for either program may be sent to Sue Welch (College of William and Mary).

The committee also has participated in the planning of a workshop entitled "Electronic Formats, Collection Development and Public Services: Developing an Interface." Co-sponsored by TS-SIS and the Readers Services SIS, this post-convention workshop will address such issues as the impact of electronic formats on collection policies, the book of the future, the interface between technical and public services, and teaching staff and users to cope with electronic formats. For more information, contact Merle Slyhoff (University of Pennsylvania) or Ket Kreilick (Cornell).

Recent publications of interest:

-Boyce, Maureen. Major Sources of Canadian, Federal & Provincial Government Documents. Downsview, Ont.: York University Law Library, 1984.

-Broude, Jeffrey. "Impact of Automation on Acquisitions Functions." 1 (4) Technical Services Quarterly 55 (Summer 1984).

-Regenstreif, Herbert. "Automated Serials Management Systems in Law Libraries: The Acquisitions Component." 9 (2) Serials Librarian 133 (Winter 1984).

Congratulations go to Merle Slyhoff, whose newest acquisition is a son named Corey, born January 3, 1985! Mother, father, and baby are all doing fine.

TS-SIS Serials Committee

Donna Hirst

University of Iowa

Title Changes

The following serials changed title recently and were caught by the University of Iowa acquisitions staff:

A.B.A. Special Committee on Alternative Means of Dispute Resolution. Dispute resolution.

Changed to A.B.A. Special Committee on Dispute Resolution. Dispute resolution. No. 13- Spring 1984- (U. of Iowa missing no. 12)

Arkansas. Judicial Dept. Annual Report.

Changed to Arkansas. Judicial Dept. Judicial circuits. 1983- Note: Six month transition report covering 1/83-6/83 also issued after change of publication by fiscal year to calendar year.

Barristers Bailiwack.
 Changed to San Francisco barrister. v. 1, no. 1- Jan./Feb. 1982-

Estates, gifts and trusts journal.
 Changed to Tax Management estates, gifts and trusts journal. v. 9, no. 1- Jan./Feb. 1984-

Hawaii. Dept. of Regulatory Agencies. Report.
 Changed to Hawaii. Dept. of Commerce and Consumer Affairs. The Department of Commerce and Consumer Affairs. 1983- Report not published from 1969-1982.

Howard journal of penology and crime prevention.
 Changed to Howard journal of criminal justice. v. 23, no. 1- Feb. 1984-

ICC practitioners journal.
 Changed to Transportation practitioners journal. v. 52, no. 1- Fall, 1984-

International League for Human Rights. Annual review.
 Changed to International League for Human Rights. 1981/83-

International trade law journal.
 Changed to Maryland journal of international law and trade. v. 8, no. 1- Spring/Summer 1984-

Journal of the Forum Committee on Franchise.
 Changed to Franchise law journal. v. 4, no. 1- Summer 1984-

Lawyer of the Americas.
 Changed to University of Miami inter-american law review. v. 16, no. 1- Spring 1984-

New York (City). Office of Collective Bargaining. OCB annual report.
 Changed to New York (City). Office of Collective Bargaining. Annual report. 1982-

Outlook.
 Changed to Temple environmental law & technology journal. v. 3- 1984-

Savings and loan sourcebook.
 Changed to Savings institute sourcebook. 1984-

Tables of New Zealand public acts and statutory regs. in force.
 Changed to Tables of New Zealand acts and statutory regs in force. 1983-

Some special problems

I'm not proposing any solutions, but if you own either of the following two titles you are probably reconsidering how valuable they really are. Here's what I know about them:

"Lawyers' Committee for International Human Rights bulletins"		
v.1, no.1	July 1978	Lawyers Committee News
v.1, no.2	November 1978	The Covenant
	1979 and 1980	Nothing published
v.2, no.1	February 1981	Lawyers Committee bulletin
v.2, no.2	July 1981	Lawyers Committee bulletin
	1982	Nothing published
v.3, no.1	March 1983	Bulletin
v.3, no.2	July 1983	Bulletin
v.4, no.1	March 1984	Bulletin
v.4, no.2	June 1984	Bulletin
v.4, no.3	September 1984	Bulletin

National Association of Extradition Officials. "Reports"
 Extradition law report.
 1978/79
 1979/80
 1980/81
 1983/84
 Law report. 1982
 Annual law report. 1983

Convention

Part of the annual Serials Committee meeting in New York City will be devoted to a discussion on methods for handling replacement volumes. In order to give a basis for the discussion and to help determine any patterns, Kaye Stoppel (Drake) will be sending out a survey. Please take the time to fill it out and return it promptly--the more responses that are received, the more we will be able to learn from it. If you have any questions about the survey, or have not received one by March 8, 1985, please contact Kaye (Drake University Law Library, Des Moines, IA 50311, (515) 271-2141.

1985 AALL INSTITUTE ON CATALOGING AND MANAGEMENT OF LEGAL INFORMATION

The Institute will be held at Cornell University in Ithaca, New York, July 2-5, 1985. The registration fee is \$250 and includes tuition, the Institution handbook, the opening reception, three continental breakfasts, three lunches, two dinners, and the closing event. Dormitory accommodations are available for an estimated \$20/night, single; \$15/night, double. Detailed information regarding travel arrangements and accommodations will be provided to participants upon acceptance. More detailed information and an application form will be available in the February issue of the AALL Newsletter and also in the pre-convention mailing.

Curriculum: The Institute has a general curriculum which is offered to all participants followed by a dual track program from which participants choose according to their interests.

General Curriculum Sessions Include:

- Keynote address on National Standards/Edward Swanson, Minnesota Historical Society
- Session 1 Structuring corporate and personal names/Sherman Clark, Cornell University Library
- Session 2 Fundamentals of cataloging serials/Richard Amelung, St. Louis University Law Library
- Session 3 Cataloging looseleaf services/Adele Hallam, Library of Congress
- Session 4 Use of uniform titles for legal materials/Melody Lembke, Los Angeles County Law Library

Optional Curriculum Sessions Include:

- Session 5A Catalogs which use computer technology/Catherine Pennington, Johnson & Swanson; Edward Weissman, Cornell University, Jill Mubarak, Kindell & Anderson; Debra Fisher, O'Melveny & Meyers.
- or
- Session 5B In-depth study of cataloging serials and series/Diane Hillmann, Cornell University, and Adele Hallam, Library of Congress
- Session 6A Organizing precedent or form files and memoranda files/Melissa Colbert, University of Washington; Lynn Dix, Pillsbury, Madison

& Sutro; Gietelle Seer, Dewey, Ballantine, Bushby, Palmer & Wood;
Dianne Witkowski, Information Management Consultant.

or

Session 6B Introduction to rare books cataloging/Janice Heckelman and Lee
Leighton, Harvard Univeristy Law Library

or

Session 6C Cataloging audiovisuals/Toni Forrester, University of Oklahoma
&

Session 6D Cataloging software/Richard Amelung, St. Louis University

Session 7A Microcomputers for law library uses/Robert Stivers, George Wash-
inton University; Mary Anne Fry, King & Spalding

or

Session 7B Cataloging microforms/Renee Chapman, University of Iowa

or

Session 7C-D Repeat of 6C-D

Co-Directors: Marilyn Nicely, University of Oklahoma, Norman/General and Option
B Curriculumms

Maryruth Storer, O'Melveny & Meyers, Los Angeles/Option A

Individuals who have specific questions/problems they hope to have covered in the
Institute are encouraged to submit them to the appropriate co-director.

The Application of Electronic Mail to Technical Services

David Ensign

Washburn University

Electronic mail combines the advantages of postal and telephone service while
avoiding some of the disadvantages of both. Electronic mail is quicker than the
postal service. Communication can be received immediately after it has been sent.
Electronic mail is less expensive than long distance telephone rates, and unlike the
telephone, it does not depend upon the recipient being available at the time a
communication is sent. The game of "phone tag" can be avoided because a specific
message can be conveyed, and it is read at the convenience of the recipient. When
a message is typed into the system using a microcomputer or a computer terminal,
it can be instantly sent to any subscriber of the same service. Commands are typi-
cally few and simple, so that anyone can master them easily. Many libraries are sub-
scribing to the services of an electronic mail utility. The cost and time advan-
tages make it a convenient vehicle to facilitate communications among staff members
at different libraries, and among technical services librarians specifically. Tech-
nical services librarians can use it to solve quickly problems that crop up within
their departments.

The 19 libraries composing the Mid-America Law School Library Consortium have
been using the OnTyme-II electronic mail service since November, 1983. The Consor-
tium subscribes as a group through CLASS. It pays a single \$100 annual subscription
fee for all nineteen participating libraries, and it receives a single monthly billing
that segregates the usage of each library.

Technical Services librarians within the Consortium have found electronic mail
to be useful in several ways. This facility can play a big part in setting policies
and procedures among the libraries involved. The Consortium participates as a serials

union listing group on OCLC. Not every problem that could arise in connection with the project was envisioned at the time of the initial organizational meetings. Using OnTyme-II, policy and procedural problems are communicated to the group agent as they arise at individual schools, and resolutions to the problems are received within a short period of time. Time and resources often limit the number of organizational meetings that participants in a network may attend. The Consortium's serials union listing group has found that electronic mail can help to ensure that participant input is uniform in quality and in content.

Electronic mail has also been used to facilitate cooperative acquisitions among the Consortium libraries. Publishers sometimes offer sets of materials at discounts if they are purchased during limited periods of time. The Consortium has used On-Tyme II to poll quickly its institutions to discover if such materials are owned within the group. Much money can be saved each year within the Consortium by buying materials when they are offered at a discount, or by passing up such offers when it is discovered that the Consortium libraries already have access to the material.

Electronic mail can also be used to solve the internal problems of technical services departments at individual institutions, by lending access to the strengths of other departments. Technical services personnel have varying levels of experience and different areas of expertise. Less experienced staff members can use electronic mail to consult with their more experienced counterparts at other institutions. Smaller institutions often do not have staff members with the specialized skills that larger departments can afford. OnTyme-II has been used to tap foreign language skills possessed by staff members at other Consortium schools. One school with no collection of rare books was able to use OnTyme-II to get help in cataloging a copy of Corpus Juris Civilis printed in 1600. Today's technical services librarian is faced with a plethora of rules and conventions to which he or she must adhere. Electronic mail can facilitate an understanding of those conventions by connecting the questions with the answers. Electronic mail provides an opportunity to consult with one's colleagues to verify quickly correct applications.

Libraries can do several things to promote the use of electronic mail by staff members. The Head of Technical Services should see to it that each staff member with a potential use for electronic mail receives training in using the system. The message files of the electronic mail system should be checked at routine times each day, and technical services personnel should be assigned to help with that duty. The technical services staff should have easy access to a directory of the personnel of area libraries, and of libraries with which they participate in networks and cooperative arrangements. The directory should include the identification codes assigned to each library by the electronic mail system. Institutions involved in arrangements such as these should investigate different electronic mail systems available, and choose one service for the group to use. Some mail systems, such as OnTyme-II, offer group arrangements if all the participants in the network join as a unit. Use of a microcomputer and telecommunications software that allow for uploading and downloading can maximize the budget allowance for communications, and thus allow for more interaction via electronic mail. Most importantly, supervisors need to encourage staff members to use electronic mail. Use of this system should be considered whenever the expertise of someone outside of one's own staff could help solve a problem.

Probably the most valuable aspect of electronic mail is that it promotes an interaction among colleagues that breeds familiarity. Communication using electronic mail tends to be less formal and more conversational than that of business letters. Frequency of contact may often be greater, not only because of the favorable rates, but also because librarians are more likely to continue with contacts that in the past have proven to be fruitful. The enhanced ability to communicate, together with the accompanying increase in skill and knowledge, can increase the productivity of a technical services department.

OnTyme-II has served for the Consortium as a vehicle for implementing cooperative plans, and it has allowed the libraries to seek answers to some of their internal problems. Most importantly, it has brought together the personnel working at the Consortium libraries, and it has increased the level of knowledge and expertise of individual departments because of increased interaction.

National Committee Reports
Phyllis Marion
William Mitchell College

ALA COMMITTEE ON CATALOGING: DESCRIPTION AND ACCESS

As AALL representative to the ALA Committee on Cataloging:Description and Access, I attended two of the three sessions that the committee held at the ALA Midwinter on January 5-6, 1985. Lee Leighton, Harvard University Law Library, attended the third meeting as my substitute.

Topics covered during the course of the meeting included:

- The report of the Task Force for Editorial Review of Guidelines for Using AACR2 Chapter 9 for Cataloging Microcomputer Software.
- ALA's current program for publishing AACR2 and its revisions and translations, including the possibility of a looseleaf edition incorporating all the separately published revisions.
- Report on the Music Library Association's proposed reorganization of the rules for music uniform titles which was accepted by the committee and will be sent to the JSC.

There was also a lengthy report by the ALA representative to the Joint Steering Committee on AACR2 (JSC). Much of the report centered on JSC responses to earlier proposed rule changes, none of which were specifically concerned with legal or legal-related materials.

If you have any issues about descriptive cataloging that you feel should be raised to the ALA CC:DA, please contact Diane Hillmann (Cornell), Chairperson of the TS-SIS Committee on Cataloging, or me at: William Mitchell College of Law Library, 875 Summit Avenue, St. Paul, MN 55105 (612) 227-9171.

LIBRARY OF CONGRESS LAW CLASSIFICATION ADVISORY COMMITTEE

The committee met at the Library of Congress on January 6, 1985, to discuss progress in the development of the LC classification schedules for law. Attending the meeting were Lucia Rather (LC), Carlton Kenyon (LC), Marie Whited (LC), Jolande E. Goldberg (LC), Jane Hammond (representing the ABA Section of Legal Education), Tom Reynolds (representing RLG), and Phyllis Marion (Representing AALL).

The schedule for Latin America (KDZ, KG-KH) has been published and is now being mailed to depository libraries and is available for purchase. The schedules for France (KJV-KJW) and Europe (KJ-KKZ) are near completion. Classifiers at LC will begin to apply France and Europe in the early Spring of 1985. When classification numbers for these schedules begin to appear on LC proof, photoduplications of the schedules will be made available. Marie Whited will place an announcement in the TSLL when these schedules are ready for photoduplication. Each schedule will be approxi-

mately \$250.00. (Please do not order the schedules prior to Marie's notice since the Photoduplication Service will not be able to handle advance requests.)

Jolande Goldberg, who is preparing the remaining law schedules, met with the committee to discuss her ongoing work. She reported that she is confident that the proposed schedule for completion of the law schedules can be met. She expects that her work, including revision of JX, but excluding the schedule for theocratic legal systems, will be completed by 1989. She also indicated that she has been given additional staff to support her efforts. She is currently preparing several articles for Law Library Journal concerning the schedules.

The committee indicated to its LC members that it is pleased with the progress of the work and with LC's openness to suggestions from the committee. The committee adjourned without setting a date for the next meeting with the understanding that LC will call a meeting in the Spring of 1986 to discuss further progress on the schedule.



UNIVERSITY OF MISSOURI - KANSAS CITY

School of Law
5100 Rockhill Road
Kansas City, Missouri 64110

Law Library

Brigham Young Univ. Law Lib.
Provo, UT 84602